

Diocesan Council Minutes 1.13.22	2
Diocesan Council Minutes 2.12.22	4
Council Agenda March 24 2022	8

Minutes of the Episcopal Missions of Western Massachusetts

January 13, 2022

2:00 p.m. via Zoom

Present

The Rt. Rev. Doug Fisher, President

The Rev. Tom Callard

Richard Delorme

Richard Gore

The Rev. Charlotte LaForest

The Rev. Eliot Moss

Mark Rogers, Treasurer

Mary Frances Rozak

The Rev. Rich Simpson

The Rev. Tanya Wallace, Vice-President

The Rev. Dcn. Beth Washburn

Reynolds Whalen

Wende Wheeler, Secretary

Janet Young

The Rev. Janet Zimmerman

Absent

Frank Minasian

The meeting was called to order at 2:05 p.m. The Bishop led the opening prayer time.

Consent Agenda

The Consent Agenda was moved, seconded and passed unanimously.

Bishop's Time

The Bishop's items:

- The bishops of New England are now allowing parishes to make their own decisions about COVID measures, based on their own contexts, since situations now vary greatly. Some parishes are meeting in person, some are continuing to meet on line.
- The Bishop noted that the trend he's noted previously continues: some parishes are coming back strongly, and some are really struggling.
- Mark Rogers is now the Acting Director of Human2Human.
- The final report from the Exploring Common Mission Committee is out and has been sent to all.

Presentation by Vicki Ix: Results of Clergy and Parish Leadership Survey

Vicki reported on a December 2021 survey of clergy and wardens about parish health. The survey served as a barometer of the situation in our parishes at a particular point in the pandemic.

Report on Transitions from Rich Simpson

Rich noted the upcoming national gathering of Transition Ministers in March, at which he'll be presenting two parishes (St. Mark's, Leominster and St. Paul's, Holyoke). He also noted the upcoming retirements of two clergy, Nancy Webb Stroud from Atonement in Westfield and Laura Goodwin from

Holy Spirit in Sutton. Finally, he reported that he would be taking sabbatical from May through July of this year.

Upcoming Diocesan Council Retreat

There was brief conversation about the upcoming February retreat and the need to change the format from in-person to Zoom due to the current Covid situation.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted

Wende T. Wheeler, Secretary

Minutes of the Episcopal Missions of Western Massachusetts

February 12, 2022

via Zoom, following Diocesan Council Retreat

Present

The Rt. Rev. Doug Fisher, President
The Rev. Tom Callard
Richard Delorme
Richard Gore
The Rev. Charlotte LaForest
Frank Minasian
The Rev. Eliot Moss
Mark Rogers, Treasurer
Mary Frances Rozak
The Rev. Rich Simpson
The Rev. Tanya Wallace, Vice-President
The Rev. Dcn. Beth Washburn
Wende Wheeler, Secretary
Janet Young
The Rev. Janet Zimmerman

Absent

Reynolds Whalen

11:50 a.m. Called to order

The meeting was convened to address three motions before Council.

Motions from the Budget and Financial Planning Committee

(See following memo from CFO Kim Foster to the B&FP on February 8, 2022 detailing recommendations)

Motion was made to adopt the following six recommendations from the B&FP Committee:

- Transfer \$120,000 from the Mission Vitality Fund to the Episcopal Transition Fund
- Transfer \$200,000 from the Mission Vitality Fund to the Rainy-Day Fund.
- Create a \$50,000 fund for Hispanic Ministry, coming from the Mission Vitality Fund.
- Designate the recurring \$5,000 annual distributions from the Elsa P. Stickney Trust for the benefit of “mainstream” Hispanic Ministry program costs as part of the Diocesan annual operating budget
- Transfer \$100,000 of excess cash from the Diocese’s operating account to the Rainy-Day Fund.
- Transfer \$12,500 annually in excess cash generated through interest income from EMWM checking account to the Rainy-Day Fund.

The motion was made, seconded and passed unanimously.

The following motion was also recommended by the B&FP Committee to continue to build the Rainy-Day Fund:

- To add \$100,000 from excess cash in the Diocese's operating account to the Rainy-Day Fund as a result of the 2020 budget surplus.
- To add \$12,500 each year for the years 2023-2026 from excess cash in the EMWM account from interest earned on the mortgage in Worcester to the Rainy-Day Fund.

The motion was made, seconded and passed unanimously.

Merger of Trinity Church, Chicopee into Episcopal Missions of Western Massachusetts

Moved: To approve, endorse and adopt the Agreement for the Merger of Trinity Church of Chicopee, Massachusetts, with Episcopal Missions of Western Massachusetts.

The motion was made, seconded and passed unanimously.

The meeting was adjourned at 12 noon.

Respectfully submitted

Wende T. Wheeler, Secretary



THE EPISCOPAL DIOCESE OF WESTERN MASSACHUSETTS

37 Chestnut Street, Springfield, MA 01103 P: 413.737.4786 In MA: 800.332.8513 F: 413.746.9873

Date: February 8th, 2022
To: Members of Diocesan Council
From: Kimberly Foster, Chief Financial Officer
Subject: **B&FP RECOMMENDATIONS TO COUNCIL**

SUMMARY:

- The B&FP Committee met on February 8th, 2022 for the primary purpose of recommending to Council the repurposing of certain invested funds held by the Trustees for the Diocese.
- The goal and benefit of repurposing these funds (all on re-invest) is to assure we preserve the long-term, financial strength of the organization by safeguarding the balances of all other funds held by the Trustees for the Diocese in support of the 5% rule distribution.
- By repurposing now, we will assure funds are available where needed and we will not need to compromise the strength of our quarterly distributions in the future.

FACTORS CREATING FUTURE BUDGET CHALLENGES:

The committee discussed several factors contributing to budget challenges over the next several years and reviewed the costs associated with these factors. In summary, over the next five-years, we expect to request additional draws in excess of **\$500,000** from invested funds to balance the annual operating budget. The factors contributing to annual deficits through 2026 are as follows:

- Rising cost of health insurance premiums (typically 5 – 6% each year, cumulative)
- Cumulative cost of living adjustments (COLA) sufficient to meet the rising level of inflation
- Staff transition expense for 4 – 5 key staff over the next five years
- Possible addition to staff composition
- Reduction in Common Ministry assessment income due to closed or merged congregations and/or declining operating income
- Potential reduction of Investment Income due to market fluctuations and/or corrections
- 2025 General Convention

SPECIFIC MOTIONS MADE & CARRIED BY B&FP COMMITTEE, TUESDAY, FEB 8TH, 2022:

- 1. Transfer **\$120,000** from the Mission Vitality Fund to the Episcopal Transition Fund.
- 2. Transfer **\$200,000** from the Mission Vitality Fund to the Rainy-Day Fund.
- 3. Create a **\$50,000** fund for Hispanic Ministry, coming from the Mission Vitality Fund.
- 4. Designate the recurring **\$5,000** annual distributions from the Elsa P. Stickney Trust for the benefit of 'mainstream' Hispanic Ministry program costs as part of the Diocesan annual operating budget.
- 5. Transfer **\$100,000** of excess cash from the Diocese's operating account to the Rainy-Day Fund.
- 6. Transfer **\$12,500** annually in excess cash generated through interest income from EMWM checking account to the Rainy-Day Fund.

ADDITIONAL CONTEXT IN SUPPORT OF MOTIONS MADE & CARRIED:

The B&FP Committee recommends we re-purpose approximately 42% (\$370,000) of the Mission Vitality Fund as follows:

- Add **\$120,000** to the Episcopal Transition Fund to assure we have ample funds to draw on when the time comes to support the Bishop's transition. This will give \$177,000 to work with and is comparable to the budget used for the prior transition.
- Add **\$200,000** to the Rainy-Day Fund to assure the Diocese is equipped with designated funds needed to balance the operating budget each year and to cover the rising cost of health insurance, COLA increases and to support the many staff transitions (4-5) we are faced with over the next several years.
- Create a **\$50,000** fund for Hispanic Ministry, coming from the Mission Vitality Fund. In addition to this lump sum, the Elsa P. Stickney Trust will generate recurring distributions of \$5,000 each year beginning in 2023. The Committee proposes the recurring distribution be earmarked to cover 'mainstream' Hispanic Ministry program costs as part of the Diocesan annual operating budget.
- **\$500,000** will remain in the Mission Vitality Fund in support of Human to Human in 2022 and beyond. **NOTE:** Over a four-year period (2018 – 2021), the Diocese has drawn on nearly **\$800,000** of invested funds in support of Human to Human. We expect another **\$220,000** will be applied in 2022 to balance the budget, for a total of over **\$1M** drawn from invested funds over five years.

In addition to the above repurposing of the Mission Vitality Fund, the B&FP Committee recommends we continue to build the Rainy-Day Fund as follows:

- Add **\$100,000** from excess cash in the Diocese's operating account, a result of the 2020 surplus.
- Add **\$12,500** each year (2023-2026) from excess cash in the EMWM account from interest income earned on the mortgage in Worcester.

DIOCESAN COUNCIL AGENDA

March 24, 2022

2 p.m. via Zoom

Gathering time

Consent agenda: (on portal)

- January Council Minutes
- February Council Minutes

Bishop's time

Request regarding purview of Global Mission Committee

COUNCIL MEMBERSHIP

Officers and Appointed Members:

The Rt. Rev. Douglas Fisher, President

The Rev. Tanya Wallace, Vice President

Ms. Wende Wheeler, Secretary

The Rev. Dr. Richard Simpson, Assistant Secretary

Mr. Mark Rogers, Treasurer

Mr. Frank Minasian, Trustee Representative

Term of Office Expires:

Convention of 2022 - Janet Zimmerman, Janet Young, Beth Washburn

Convention of 2023 - Richard Delorme, Charlotte LaForest, Reynolds Whalen

Convention of 2024 - Eliot Moss, Rick Gore, Tom Callard, Mary Frances Rozak

Upcoming Meetings

May 12, 2022

June 9, 2022